

PIONEERLAND LIBRARY SYSTEM
EXECUTIVE/FINANCE COMMITTEE MINUTES
Thursday, August 17, 2017, Willmar Public Library Multipurpose Room

The meeting was called to order at 6:00 p.m. by Finance Chair Mike Housman. A quorum was announced and introductions made.

Present were committee members: Mike Housman, Dennis Ulrich, Bonita Kallestad, Brad Johnson, Cheryl Heimerl, Cathy Baumgartner, and Ron Shimanski. Admin Staff: Laurie Ortega; Guests: Jackee Fountain, head librarian, Glencoe/Brownton; Absent: Ron Antony, Brent Olson, Jeff Lopez, and Amy Wilde.

The agenda was approved on a motion by Heimerl, seconded by Kallestad.

Minutes of the July 15, 2017 Exec/Finance Committee were approved on a motion by Ulrich, seconded by Shimanski.

COMMITTEE REPORTS:

Finance Committee:

The July 2017 Financial Report was approved on a motion by Heimerl, seconded by Shimanski.

Bills and check registers were approved on a motion by Shimanski, seconded by Heimerl.

Personnel Committee:

The following new hires were approved on a motion by Baumgartner, seconded by Kallestad:

- Abdisalan Hawadle, Library Asst. I, Willmar
- Bo Maranell, Library Asst. I, Willmar
- Lorilee Darger, Library Asst. I, Willmar
- Jessica Bonnema, Library Asst. I, Willmar
- Mackenzie Moist, Library Asst. I, Willmar
- Taylor VanderHeiden, Library Asst. I, Hutchinson
- Veronica Jacobs, Library Asst. I, Hutchinson
- Therese O'Fallon, Library Asst. II, Hutchinson

OLD BUSINESS: None.

NEW BUSINESS:

RLTA FY17 Final Report: Annually PLS Board approves a state report submission regarding PLS's telecommunications expenses for the current year. On a motion by Ulrich, seconded by Heimerl, approval was given for submission of the FY17 RLTA final report.

DIRECTOR'S UPDATE:

Key Statistics: A report compiled by MDE using 2016 annual data submitted by MN public libraries was distributed as an FYI. The report highlights data such as number of libraries in MN, material checkouts, programs offered, attendance statistics etc.

Contract Negotiations: Ortega has been notified by AFSCME union of the intent to negotiate head librarians contract for 2018. Health Insurance premium numbers are expected in early October, and expected that contract negotiations will begin soon after. Members of the negotiations committee will be contacted with a list of dates/times ahead of anything being scheduled.

OTHER:

- A. Next board meeting is scheduled for Thursday, October 19, 2017, 7:00 p.m. (Finance at 6:30 p.m.)
- B. Exec/Finance Meetings **September 14th & November 16th at 6:00 p.m.**

Meeting was adjourned by consensus at 6:27 p.m.

Laurie Ortega, Recording Secretary